

TOWN MEETING

Wednesday, May 15, 2019
8:00 pm
Municipal Building

Agenda

- I. Call to Order
- II. Roll Call
- III. Moment of Silence
- IV. Pledge of Allegiance
- V. Approval of Agenda
- VI. Approval of Minutes from (May 6, 2019)
- VII. Public Period (limit 2 minutes)
- VIII. Legislation
- IX. New Business
- X. Close Session
- XI. Adjournment

Town Council Work Session Meeting

7:30 PM

Monday, May 6, 2019

Municipal Building

Call to Order: 7:34 PM

Roll Call: CM Barnes, CM Washington, CW Noble, CW Mann, CW Hines, Mayor Muhammad present. CM Kennedy II arrived @7:40 PM. Quorum established.

Moment of Silence:

Pledge of Allegiance:

Amending the agenda: Motion by CW Hines to approve the agenda. No second. Motion by CM Washington to amend the agenda to remove the demonstration of the defibrillator by the Forest Heights Police Department; seconded by CW Noble: discussion; mayor wanted to give the demonstration to the council; some council members object on the basis that the demonstration should take place in a different forum; vote (4) yes; (3) no; motion passed.

Approval of the Agenda: Motion by CM Washington to approve the agenda as amended; seconded by CW Mann; all in favor; motion passed.

Approval of Meeting Minutes of April 17, 2019: Motion by CM Washington to amend the agenda, correcting the vote tally on Resolution 17-19 to read 6 yes votes and 1 no as a change from 7 yes votes and 1 no vote; and to remove an extra "the" from the first line; seconded by CW Hines; all in favor; motion to amend the minutes passed.

Public Period:

Mr. James Ware of Ottawa Street noted that the police department had had a previous discussion and wanted to extend support to the chief. He mentioned that county executive Angela Alsobrooks will be at the Oxon Hill Library on May 8th from 10-12 and encouraged residents to attend.

CASA: (Translated testimony). He says that he is very happy about the police and immigration, happy that you are discussing this. There has been a lack of trust with the police and it is good that they are doing something.

Staff Reports

Treasurer's Report: -- Status report of the Town's finances for the month of May 2019 were distributed to the Town Council.

Public Works: Mr. Vaughn answered questions about the status of repairs on Rolph Drive, saying that the street had a storm drain system put in place, and that the streets still need to be worked on to fill potholes.

Town Clerk: -- Status report for the month of May 2019 were distributed to the Town Council.

Code Enforcement: -- Status report for the month of May 2019 were distributed to the Town Council.

Police Chief's Report: -- Status report for the month of May 2019 were distributed to the Town Council.

Ombudsman's Report: -- Status report for the month of May 2019 were distributed to the Town Council.

Town Administrator: -- Status report for the month of May 2019 were distributed to the Town Council.

Town Circuit Rider Mr. Stanley Mosley Sr: Currently the Circuit Rider is assessing the price tag for replacing 285 streetlights with LED fixtures in Town, while working with Epselon and Pepco for incentives.

Council Reports:

Ward I Report: CM Barnes reported that as of May 6, Town meetings are now available on Facebook Live and are also recorded.

Ward II Report: CM Kennedy II thanked everyone who participated in the Spring Cleanup on April 20th. He also called for volunteers for Forest Heights Day and the Halloween Haunted House.

Ward III Report: CW Hines announced Kids to Play Day on May 18th. She also thanked volunteers and staff for the cleanup.

CW Noble noted that Ward III residents were concerned about the schedule for street repairs in Forest Heights.

Mayor's Report: The Mayor, Town Administrator, and Public Works Director have been working with Senator Obie Patterson and Delegate Turner to acquire grants for street improvements. The Mayor thanked everyone who participated in the cleanup.

Legislation

Mayor Muhammad: Tonight, we will be discussing but not voting on the resolution.

Resolution 24-19: (read by CM Kennedy II) a resolution to authorize the Mayor and Council to purchase 7 Dell Inspiron touchscreen laptops; introduced by CW Mann and CW Noble. Whereas the purpose is to consider the purchase of new tablet devices for councilmembers to meet business requirements and enable councilmembers to fulfill their official roles; and whereas the purchase of tablet computers for elected members will result in the following direct benefits; cost savings on toner, paper; reduced administration photocopying times, green sustainability; implications: reduced paper usage removal; remove the requirement to deliver the Council package to Town Hall mailbox; and whereas the Mayor and Council wish to approve a one-time charge with Best Buy in the amount of \$4,899.93; of Line Item 7001 of the Fiscal Year 2018-2019 Budget; and now therefore be it resolved that the Mayor and Town Council of the Town of Forest Heights, Maryland hereby authorize the Mayor to purchase 7 Dell Inspiron 2 in 1 13.3 touchscreen laptops; be it further resolved that this resolution shall take effect immediately upon passage.

Discussion: CW: Mann: I'm told that there is a government surplus store. It doesn't have to be Best Buy. CW Hines: If this is supposed to be for council business, we are supposed to bring these computers with us to the meetings? I understand that if I get an audit.

CW Mann: If you get an audit, they would take your personal computer. We did ask for phones for the same purpose.

CW Noble: The reason that this is important is because it is a government and should operate like it. If you look at the news with the Hillary Clinton emails, then you would get why we need to separate our business from Town business.

CM Kennedy II: So, does everyone want a laptop versus a tablet? Would that require Office or any other program or software? Because a lot of them have a trial packet and then you have to purchase it afterwards.

Town Clerk Mrs. Hawkins: The Town office 365 email come with Windows 10 software you would need to download it onto the computers. So, we do not have to do that extra purchase.

Mayor Muhammad: Any other discussion? Thank you, we will vote on it Wednesday, May 15, 2019.

Resolution 25-19: a resolution to approve a contract with Midas Companies for capping and cutting off a storm water drain; stop the groundwater leak on Sachem Drive; introduced by Mayor Habeeb-Ullah Muhammad; discussion;

CW Noble: I noticed attached to the resolution was a purchase order from Midas as well as JCG. I know Midas is the low cost, and because it's the low cost is that the best service?

Town Administrator Mr. Robinson: It's also the company we have experience with on several projects. Public Works Dir. Mr. Vaughn: We have had great success working with Midas. They have fixed pipes before.

CM Kennedy II: Was this section repaired one point?

Public Works Dir. Mr. Vaughn: yes, the section that was leaking was repaired by Environmental Pipe. It continued to leak. Environmental Pipe came out a second time, they did further replacement with the PVC Pipe, they cut a section of the pipe and pushed down inside of it to find where it was leaking. We found another break 6-7 more feet up under the pavement where we couldn't get to it. We researched trying to find the output of that pipe. Nobody knows where this pipe comes from. WSSC, the state, the county, no one has this pipe on their maps. If we cap it off, then there is the possibility that wherever the water is

coming from we can find it and work at it from there. It appears to be groundwater. At this point we can't insert.

CM Kennedy II: So, they are going to cap it at both ends. What happens if this causes more leaks? Are we going to be spending \$7,000+ every single leak?

Public Works Dir. Mr. Vaughn: I don't know how to answer that question. We do know that the water is coming in, so we have to stop it.

CM Kennedy II: How far back were you able to go with the camera?

Public Works Dir. Mr. Vaughn: About 7-8 feet. Going the opposite direction, it can't go further because the guardrail that's right next to MD 210 is crushing on the side of the pipes. If the water got capped and blocked up at the guardrail, then it would go from the curb into the drain.

CM Kennedy II: I'd hate to be the boy who puts his finger in the hole for it to leak elsewhere.

Public Works Dir. Mr. Vaughn: That's not what we are trying to do. The water continues to come. When we cap it, we will dye it? When the water backs up or comes up, we will be able to see where it is coming from.

Town Administrator Mr. Robinson: We have spoken with everyone and it is not on their maps. It is important to get this done during this time of year.

Public Works Dir. Mr. Vaughn: It is further down on the heel. I want to state that even if we agree to do this we are not going to when there is not water coming down the heel.

Attorney Kevin Best: I had a question for Mr. Vaughn. Do you know if they have a civil engineering degree?

Public Works Dir. Mr. Vaughn: No.

Attorney Kevin Best: Because a contractor might not have a civil engineering degree.

Resolution 26-19 a resolution to approve a contract to clean and restore the bioretention rain garden areas located on the Town Hall property; introduced by Mayor Habeeb-Ullah Muhammad.

Discussion: CM Washington: I would encourage the Council to read 26-19 and see the importance of getting it done. These rain gardens, if they are not taken care of, become an eyesore and a waste of time and money.

CM Kennedy II: Is this something we could give a class for our Public Works employees in? So, we can maintain it throughout the year?

Public Works Dir. Mr. Vaughn: Yes, there is a class. But before that it still has to be brought up.

CW Hines: is this the one on the roof?

Public Works Dir. Mr. Vaughn: No. These are the bio retentions that are around the building.

CW Mann: Did we have something wrong with the Green Roof?

Public Works Dir. Mr. Vaughn: That was a while ago. It was taken care of.

CW Noble: Maybe we could put something in the newsletter about assisting with the Rain Garden.

CW Mann: Maybe an implementation of a preventative maintenance checklist so we don't get to this point again?

Resolution 27-19 a resolution to approve a contract for repaving the front parking lot at Forest Heights Town Hall. Introduced by Mayor Habeeb-Ullah Muhammad.

Discussion: CW Mann: Are we talking about the section by the retaining wall or the whole parking lot?

Town Administrator Mr. Robinson: It's basically down to the end of the front parking lot all the way to where the driveway begins.

CW Mann: So, with the wall, we couldn't negotiate a cost to throw that (the pavement) in?

CM Kennedy II: We did discuss it. Originally the resolution came to do the pavement first. I asked to table it until the wall was done, because I didn't see the sense in tearing up freshly repaved road.

CM Barnes: Did they do asphalt work?

Town Administrator Mr. Robinson: We asked that. The company we hired to do the wall does not do asphalt.

Resolution 28-19 a resolution to approve the purchase of 6 trash receptacles to replace those existing on public property in certain areas throughout the Town. Introduced by Mayor Habeeb-Ullah Muhammad.

Discussion: Mayor Muhammad: We need to replace them because they are looking beat up.

CW Noble: But do we need more than 6 or do we just need 6? Is 6 the right number or do we need 12

Mayor: We also have to think about the budget, are these trash cans supplied by the contractor for pickup?

Public Works Dir. Mr. Vaughn: No, ma'am these are in the public areas. When you ride down Woodland, there is a trash can down there by the circle. These are public trash cans that are missing or in critical condition.

CW Hines: So how long has it been since we did inventory too?

Public Works Dir. Mr. Vaughn: We are not talking about the big belly trash cans. They will be cemented down. There will be a receptacle inside that can be removed to be dumped. Now we have 10 trash cans.

CM Kennedy II: Are we going to have extra receptacles.

Public Works Dir. Mr. Vaughn: No, I had thought about that, but they usually don't take. We put brand new metal ones out there and no one has taken them.

CW Noble: But what I think is that we should get as many trash cans as we need in addition to replacing. I can't imagine Forest Heights with just 6 trashcans.

CM Kennedy II: What's the next price drop?

Public Works Dir. Mr. Vaughn: We have 3, 2 of them are the same kind, 1 is a metal one that is not bolted down to the ground. There is a price drop, I don't know what it is exactly.

CM Kennedy II: some people cannot see the trash cans. We are hoping that if there are more available then more people will use them.

Public Works Dir. Mr. Vaughn: If you want, I can go back and write 12 or how many you want.

CM Kennedy II: If you can price that and find out what that is.

CW Noble: And also put locations in for the additional 6.

CM Kennedy II: I think 12 is the magic number but if 13 is the price break then we should go with 13.

Mayor Muhammad: Do liners go in all these trash cans.

Mr. Vaughn: Yes. We can do capsules too or leave them out.

Mayor: Is it the responsibility of Public Works to empty these trash cans.

Resolution 29-19 a resolution to purchase 1 Police vehicle and equipment; introduced by Mayor Habeeb-Ullah Muhammad.

Discussion: CW Noble: From the last meeting, the price was not to exceed I think \$60,000 but now it says at almost \$80,000. What changed?

Chief: that was the total finance we discussed. The total includes the interest fee.

CW Noble: To the treasurer. Do we not have a banking relationship to get a better financial deal for this automobile?

Town Treasurer Mrs. Vaughn: I would be glad to look into it.

Chief Rease: It is the Dodge Charger.

CW Mann: the last time we talked about this; I did mention we had a set up for purchasing vehicles. I believe we are in a different situation this time. The officers aren't allowed to take vehicles home, right?

Chief Rease: We have a take home program where if they want to participate a percentage of their paycheck goes to the Town's budget.

CW Mann: Didn't we pass a resolution back then raising their salary and took out that benefit?

CM Kennedy II: No. The limitation/stipulation was if you lived 50 miles or more then you could not.

Resolution 30-19: a resolution of the Mayor and Council of the Town of Forest Heights, MD to authorize entry into an agreement with SeeView Security; and to replace certain surveillance camera equipment; introduced by Mayor Habeeb-Ullah Muhammad.

Discussion: CW Noble: is this equipment outside?

Chief Rease: Yes. This is equipment we already have on the entrance of the Town. SeeView is currently our vendor that lends us our cameras. So, for another company they would have to replace the lights and everything.

CW Noble: What is the life expectancy of the camera lights?

Chief Rease: About 5 years. The cameras have already exceeded that.

CM Kennedy II: Are these comparable or better replacements?

Chief Rease: These are better. With technology advancing we have more control. These are 4k. The current cameras are not PTZ. The current camera faces McDonalds on Arapahoe Drive and cuts off at Indian Head Highway. The current cameras that are operational, we are trying to get those back up to code. We kind of hit a roadblock for connectivity for this building. But now we can stream it to the internet, and we don't need line of sight.

CM Kennedy II: Internet being cellular backup?

Chief Rease: No. For example, prior to me getting here, the camera on Comanche and Livingston has never been operational, because it can't connect to the building because it does not have line of sight. So, what we did is he connected Comcast, they did a survey and can install a utility box to directly link to the camera.

Resolution 31-19 A Resolution Authorizing the Mayor to enter into a professional services contract on behalf of the Town of Forest Heights (the "Town") to obtain a boundary survey with a metes and bounds description and an annexation plat of various parcels, or lots owned by a tax-exempt entity and a right-of-way of the State Highway Administration and Prince George's County in order to prepare certain documents necessary for municipal annexation; introduced by Council President Calvin Washington. Motion by CM Kennedy II to waive full reading; seconded by CM Washington; all in favor; motion by CM Kennedy II to adopt Resolution 31-19; seconded by CM Washington; discussion; Attorney Kevin Best: there is an exhibit connected with the resolution. It shows in dark the present incorporated limits of the Town. @1:25:52.

Ordinance 03-19 (Seconded Reading) an Ordinance of the Mayor and Council of the Town of Forest Heights, Maryland revising Article 15: Parking and Traffic of the Town Ordinance Code by changing, adopting, amending, or re-adopting certain provisions of said article including adopting revised Section 15.2-Definitions to include definitions of commercial trailers, heavy commercial trucks, and light commercial trucks; and by adopting revised Section 15.3.4- Parking Restrictions for Commercial and Recreational Vehicles and Trailers on Private Property; and by amending 15.13- Penalties Fees; to provide a modified penalty for violating said section 15.3.4 and generally relating to the regulation of traffic and parking within the Town of Forest Heights; introduced by Mayor Habeeb-Ullah Muhammad. Motion by CM Kennedy II to waive the full reading; seconded by CM Washington; all in favor; motion passed. discussion.

Closed Session – (9:54 pm) motion by Mayor Muhammad to go into a closed session to discuss any other personnel matters under State Government Article Section 10-508(a) #1(i) on the closed meeting form to appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation or performance evaluation of appointees, employees, or officials over whom the Town has jurisdiction; all in favor motion passed; vote (7) yes; (0) no.

Persons present for the closed session were: Mayor Muhammad; CW Hines; CM Barnes; CW Mann; CM Noble; CM Kennedy II; CM Washington; Town Attorney Kevin Best; Town Administrator Linwood Robinson; Chief Rease and Town Clerk Mrs. Hawkins.

End closed session – there was a motion; all were in favor

Back in session – 10:00 p.m.

New Business: CW Mann ask The Town Council to consider a resolution that declares Forest Heights as a Sanctuary Town, and the purpose of the resolution was to push back against attacks on Second Amendment rights. The Town should be a welcoming community for all peoples, including undocumented persons and immigrants.

Adjournment –10:18 pm

Sherletta Hawkins
Submitted by Town Clerk